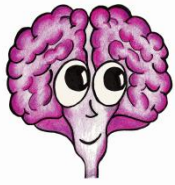


<div style="text-align: center;">Products</div> <div style="text-align: center;">Functionality</div>	TechDoc	<div style="text-align: center;">Application Notes</div> <div style="font-size: small;"> ✓ Current ☞ Scheduled Future Release </div>
General		
Web Based	✓	Works on all major browsers
Standards Based	✓	HTML, HTTP, XML, SQL, Java, JavaScript
Manages documents through their entire life cycle	✓	
Provides extensive document security and access controls	✓	
Provides full history tracking	✓	
Provides electronic notification of document events	✓	
Provides ad-hoc reporting capabilities	✓	
Provides revision control of approved documents	✓	
Distributes latest released documents to user community	✓	
Provides full text search/retrieval of released documents	✓	
Provides for on-line review and approval of documents	✓	
Provides separate management and discovery components	✓	Document Manager and Search Manager
Document Manager		
Designed specifically for document creators/maintainers	✓	
Creators only need a browser and normal authoring tools	✓	
Manages any type of document	✓	Text, Spreadsheet, CAD, Audio, Video, etc.
Manages non-resident documents	✓	Physical objects or items in another repository
Documents organized by cabinets and folders	✓	Organize by project, business unit, etc.
Documents can be organized by search folders	✓	Organize by various document attributes
Released generations designate approved versions	✓	
User-defined keywords can be added to documents	✓	String, Date, Number, URL, dropdown
Reserve/Replace Collaboration	✓	Check in/Check out
Doc Categories apply immutable restrictions on documents	✓	EAR, ITAR, Proprietary, Trade Secret, etc.
Doc Types organize documents by business use	✓	Applies special processing by type
Multiple file areas	✓	Allows storage across multiple drives
Extensive URL Support	✓	Fetch Latest/Specific Release, Generation, etc.
Can push documents to zero or more Search Managers	✓	No search, single SM, hierarchy, star, etc.
Automatic conversion of many formats to PDF	✓	Depends on license level
Documents and generations can have attachments	✓	
Projects to associate groups of documents	✓	Can also track information about the projects
Email Client Integration		
TechDoc provides IMAP/IMAPS protocol support	✓	
Supports all major email clients	✓	
Client can simply copy emails to/from TechDoc mailbox	✓	
Folders can be created in the TechDoc mailbox	✓	For better organization
Special Records folder is available in the TechDoc mailbox	✓	Much like Inbox and Outbox are always there
When email placed in Records, a record is also created	✓	
Email records are treated like any other TechDoc record	✓	May be vital, permanent, frozen, etc.
Folders created under Records also auto-create records	✓	

Functionality	Products	TechDoc	Application Notes
			✓ Current ☞ Scheduled Future Release
Metrics			
Supports business metrics		✓	Key Performance Indicators
Any document can be designated as a metric		✓	
Released generations are assigned a metric status		✓	Green Steady, Green Trending up, etc.
Metrics can have different frequencies		✓	Monthly, Quarterly, Semi-Annually, etc.
Alerts can be sent when metrics are late		✓	
Metrics Dashboard provides management level view		✓	
Records Management			
Manages records on resident documents		✓	
Manages records on non-resident documents		✓	
Supports automatic record creation		✓	By Doc Type, location
Supports manual record and record set creation		✓	
Supports vital records		✓	
Supports permanent records		✓	
Supports frozen records		✓	Documents tied to them can't be modified, etc.
User-defined keywords can be added to records		✓	
User-defined keywords can be added to record sets		✓	
Records Management specific reports		✓	
Remote API Integration			
IMAP/IMAPS protocol support		✓	
REST protocol support		✓	
SOAP protocol support		✓	
WebDAV protocol support		✓	
Reports			
Ad-hoc reports can be defined		✓	
User-selectable display columns		✓	
User-selectable sort columns		✓	
User-selectable criteria		✓	
Output to multiple formats		✓	HTML, CSV, XML
Users can only report on items they have read access to		✓	
Security			
Supports FIPS 140		✓	
Supports NASA NPR 2810.1		✓	
Supports encryption of transmitted data		✓	
Supports encryption of data at rest on server		✓	
Supports internal firewall		✓	Always use multiple layers of security
Supports multiple authentication mechanisms		✓	Local, SAML, AD, LDAP, RADIUS, SecurID, etc.
Plug-in interface to easily add authentication mechanisms		✓	
Password strength settings for local authentication		✓	Length, types of characters, etc.
Password reuse settings for local authentication		✓	
Forgot Password mechanism		✓	Can be disabled by an Admin
Username reuse settings for local authentication		✓	
History, Logging, and Email Alerts of access		✓	
Permissions to limit actions that users can perform		✓	
Access controls to limit items users can perform actions on		✓	By individual users and/or groups of users

Functionality	Products	TechDoc	Application Notes
System Groups maintained for employers & organizations		✓	Users automatically added and removed
Scan Agent			
Provides ability to create documents from scanners		✓	
Specific imaging/scanning hardware not required		✓	Allows use of current scanners
Provides mapping of scanner to TechDoc metadata		✓	
Supports scanning from multiple sources		✓	
Supports different priorities for each source		✓	
Built-in support for scanning solutions		✓	Kofax Capture, Adobe Capture
Also supports folder watching for simple solutions		✓	
Search Manager			
Designed specifically for end-users		✓	
Provides searching by full text		✓	
Provides searching by document metadata		✓	
Provides searching with wildcards		✓	Including leading wildcards
Supports thumbnails for many formats		✓	Office, PDF, Images, etc.
Supports layouts to customize output		✓	Useful for outputting in different look and feel
Supports outputting to XML		✓	Allows easy consumption by other apps
Supports searching across multiple Document Managers		✓	End-users go one place to search
Supports caching of latest released documents		✓	SM can be outside firewall with DM's behind
Supports document pools with different access controls		✓	
Multiple file areas		✓	Allows storage across multiple drives
Multiple Search Managers can exist with different contents		✓	SM's can service different audiences/purposes
API allows non-TechDoc systems to be searchable		✓	
SharePoint Integration			
SharePoint web sites can be mirrored into TechDoc		✓	For Backup, Records, etc.
Web Part allows documents to be shown in SharePoint		✓	Manage in TechDoc, display in SharePoint
TechDoc Client			
Desktop application for easy import/export of documents		✓	
Supports drag and drop creation of documents		✓	
Supports drag and drop export of documents		✓	
Supports profiles for repetitive imports		✓	
Supports search folders to group documents by criteria		✓	
Workflow			
Support for BPMN 2.0 workflow processes		✓	
Graphical BPMN 2.0 workflow process drawing tool		✓	
Document events can start a BPMN 2.0 workflow process		✓	
Supports TechDoc-specific Tasks in workflows		✓	Add Access, Add Keyword, Release Doc, etc.
Review process supports serial, parallel, or combination		✓	
Review process supports single or multiple levels		✓	
Review process supports auto or manual level promotion		✓	
Review process supports durations		✓	Different durations per level, per review
Review process is tied to a discussion board		✓	Allows capture of knowledge about the review
Informal review through Request for Comments process		✓	



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